



# VILLAGE OF CUBA

17 East Main St.  
Cuba, New York 14727  
[www.cubany.org](http://www.cubany.org)

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James Barnes - Mayor

Steven Raub-Deputy Mayor

Elizabeth Miller- Trustee

Jason Morrison- Trustee

Thomas Taylor- Trustee

Corine Bump- Clerk/Treasurer

Lori Sweet- Deputy Clerk

Kris Krzos DPW Superintendent

Kevin Margerum- Code Enforcer

Roman Cavalletti - Operator- STP

Randy Snyder- Deputy DPW Super.

## **12/11/2023 Village of Cuba, NY BOARD OF TRUSTEES MONTHLY MEETING at 17 East Main St. Cuba, NY 14727**

**PRESENT:** Mayor Jim Barnes, Trustee Steven Raub, Trustee Tom Taylor, Trustee Elizabeth Miller, Trustee Jason Morrison

**ALSO, PRESENT:** Corine Bump Clerk/ Treasurer, Kristopher Krzos DPW Superintendent, Roman Cavalletti Operator- STP

**Village Property Owners-** Cindy Colley, and Mary Lindquist Wreaths Across America

Mayor Barnes opened the December monthly meeting with the Pledge to the flag.

**GUESTS:** Mary Lindquist was present to discuss The Wreaths Across America Day on 12/16/23. She has asked permission to place a wreath on an easel at Genesee Park. She has also asked for the Village to collaborate with the Cuba Police Department to put no parking signs before the entrances to the cemeteries to allow the horse drawn buggy carrying wreaths and veterans in and out of the cemetery. It is asked that parking on Medbury face west/ towards Rte. 305 and parking on Union St. facing south towards East Main St. She said the event begins at noon and should be completed in around two hours.

**TRUSTEE TOM TAYLOR MADE A MOTION TO ALLOW THE PLACING OF THE WREATH IN GENESEE PARKWAY AND THE PARKING REQUIREMENTS FOR THE EVENT RECOGNIZING WREATHS ACROSS AMERICA DAY 12/16/23 BEGINNING AT**

**NOON UNTIL COMPLETED WITH TRUSTEE JASON MORRISON OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

**MINUTES: TRUSTEE TAYLOR MADE A MOTION TO APPROVE THE MINUTES (with the correction of removing a capital letter and a dash mark) TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MINUTES WERE APPROVED.**

**APPROVAL OF CLAIMS AND BILL PAYMENT:** Prior to the authorization of the 12.11.2023 abstract, reports were emailed and printed copies on the board room table at 17 East Main St. for in person review and signoff.

Clerk Treasurer Bump emailed the Board of Trustees on December 6, 2023, with the calculations for the Health Insurance buyout amounts from two Teamsters contracts. After review, **TRUSTEE MILLER MADE A MOTION TO APPROVE PAYOUT TO FOUR STAFF MEMBERS WAIVING THE VILLAGE'S HEALTH INSURANCE WITH TRUSTEE MORRISON OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED. STAFF WILL RECEIVE THEIR BUYOUT CHECKS WITH THE LAST PAYROLL OF THE CALENDAR YEAR IN COMPLIANCE WITH THE TEAMSTERS CONTRACT.**

**TRUSTEE RAUB MADE A MOTION TO APPROVE PAYMENT OF THE ABSTRACT WITH TRUSTEE MORRISON OFFERING A SECOND. ALL IN FAVOR AND THE BILLS CAN BE PAID.**

**A Fund- \$28,256.02 F Fund-\$8,259.59 G Fund- \$6,389.18 = \$42,904.79**

Clerk Treasurer Bump asked the Board about a staff member off on medical leave as the annual Health Insurance Informational Meeting is coming up, and Clerk Treasurer Bump is unsure if inviting them would be considered work. Mayor Barnes has asked Clerk Treasurer Bump to contact Allegany County staff H. Bedow before proceeding. Additionally, The Teamsters Contract states for continued health insurance coverage while the staff is off coverage will continue for twelve months, however there is no weekly paycheck to deduct the employee portion, and to avoid a hardship for the staff once they return- she asked if the Board should send a reminder to the staff so they have the option of repayment prior to the return of work, once released by their medical providers. Clerk Treasurer Bump has also been working with Teamsters as they have continued monthly dues billing for the staff even though they were notified the staff is off due to work related injury. Mayor Barnes asked Clerk Treasurer Bump to send a

reminder letter to the staff. She will place a copy in the employee's permanent file.

**POLICE REPORT:** No report sent.

**BUILDING INSP./CEO:** None submitted- Kevin was out of office the week prior and when today he returned- an auditor from NYSOSC was on site all day. Trustee Taylor had asked Clerk Treasurer Bump to notify K Margerum of the property on Medbury Avenue at the end of Green St. on the North Side, the sidewalk is disappearing, no path is shoveled when it snows, and pedestrians are walking in the road. Clerk Treasurer Bump emailed K. Margerum however it coincided with when he was out of office, and he has just returned today without full access to his records. He is going to touch base on Tuesday 12/12/23 with the Clerk's Office.

**CLERK/TREASURER REPORT:** Mayor Barnes stated he is veering from the agenda due to Wastewater Operator R. Cavalletti having a sick child at home, and the Board will come back to the Clerk's Report.

#### **WASTEWATER PLANT REPORT:**

Roman stated the DMR was sent in and within normal limits, and that he received a non-compliant report for the fecal sample- he must fill out the paperwork for that and it will be in the report for next month. Trustee Taylor asked if that was a DEC non-compliance, and Trustee Morrison asked what the percentage of non-compliance is, is that "parts per million?". Roman stated he doesn't know fecal percent, but he is allowed a number of 400 and the report came back at 490. Trustee Taylor asked if that is what is going into the stream and Roman stated yes, but it's good now, just that sample was over. It's been since 2018 that there was a non-compliance. He states it is because of the UV Light. He stated that the SPDES permit expired 11/30/23. Clerk Treasurer Bump stated that she mailed the payment in full on 11/20/23 and the check shows clearing the bank in full for \$2,000.00 on 11/28/23. Roman stated he is working with Savonne Thompson to renew the permit, and he and Jim filled out the paperwork eight months ago, he reported it to Jim and included Jim in the emails. He stated it's time for new UV bulbs anyway and he will have prices for the January meeting. The tan truck at STP needs a windshield and an inspection, there is a \$500 deductible and the insurance company said to set up the appointment as it won't go through

insurance. The trickling filter is now broken. There are two bearings, top and bottom, and the bottom bearing is broken and shakes and does not keep it level- it does not spin at all. Roman stated the goal is to get it off and pulled, then have Pierce Steele come in – with brass things to steady it. He hopes they will come in to weld it and put it back together. Trustee Morrison asked for a rough estimate on the cost and Roman said- he couldn't say, but he guesses if it's welding it back together and a couple pieces of steel- his guess would be \$2,500. The repair on the primary clarifier was under \$3,000 and that was a lot more work. This should be way less than that cost. Clerk Treasurer Bump reminded all he will need quotes to follow the procurement policy. He also reached out to the company that made the part- and they stated he could get a new base for it if once it's torn apart- that is required as a better option. He stated he will need help tearing apart the UV. Roman asked if any bids came in for the digester repair, and Clerk Treasurer Bump reminded all, of the posted bid information and deadline of 12/13/23. Roman said he thought Koester's and one other company were at least going to submit a bid, he spoke with them both two weeks ago- but nothing has come in yet- bids are due 12/13/23 and will be opened at 2:00. Trustee Raub inquired about the Covid-19 samples information. Roman stated he has asked for boxes to send in the samples, and he worked with a woman from the program, and she will send everything so he can submit them going forward. He said he has no problems participating and once he receives them, he will continue. Trustee Raub asked because a report was included for board review this month as sent in late November and Cuba was at a quantifiable detection. Roman stated that was from May of 2022, but Trustee Raub said the report showed it was May of 2023. (Full report on file with the monthly info.)

Trustee Taylor asked for an update on the grease traps Roman was assigned to- and he stated he has been very busy at the plant and has not been back out to follow up. He said he knows Josh Brown went to Giant and he fixed everything. The new restaurant at Six South had stated he was told by a former village employee he didn't have to have a grease trap as the building was "grandfathered in" to not have a grease trap. There is now a grease trap installed. Mayor Barnes stated Roman told him he was going back out to do grease trap inspections but then the trickling filter broke and he told Roman to hold off and handle the trickling filter. Clerk Treasurer Bump had previously printed the grease trap documents from the village code and put them in his mailbox- to include the procedures in place to ensure Roman can follow the law with every business to

allow for enforcement. Mayor Barnes excused Roman at 7:29 to go home with his sick child. All agreed, family first and wished them well.

#### **CLERK/TREASURER REPORT:**

Clerk Treasurer Bump stated there is still no response from National Grid about the holiday lighting- however- every effort was made on the Village's part to comply; she has never not had a response, so she is unsure what that means for the village. The Board needs to get with the Beautification Committee regarding the weight on the modifications to the wreaths as they added to the wreaths changing the weight which makes the information required to submit- incorrect for this year and it needs to be corrected going forward. Clerk Treasurer Bump must work with DPW Superintendent Krzos, and the Village's Insurance Policy for compliance to submit documentation prior to the lighting annually.

Clerk Treasurer Bump cancelled the acquisition of the free office equipment from Rural Development as every time a tentative date was scheduled there was a water break in the community, and USDA needed the free equipment picked up to allow for delivery of their new. They did put Cuba on the "cancelled/ cancelled" list in case something becomes available again.

- The NYS 1 Reports, and the Retirement report all have been accepted and paid. Holding off on paying annual invoice to gain more interest in NYCLASS- \$362 more to pay it by February 1, 2024. (board in agreement to gain the interest in NYCLASS and pay at the end of January)
- AFR is still being worked on & the Single Audit began in October and Corine and Lori are working on the requests.
- Worked with the funding agencies, and Engineers for the Water Improvement Project – Bids will be awarded this evening.
- The Sexual Harassment/ Violence in the workplace training/assignments for all still required to be completed.
- Occustar Drug Alcohol Queries need completed for the year- there is a charge for tokens to run the query and will be paid via debit card.
- Wreaths Across America Day 12/16/23
- Lori and Corine will no longer make courtesy calls to the more than 200 people routinely on the shut off list. They will return to the old way- print the invoice and mail it a second time. It is getting too combative with

community members being downright rude because they didn't pay, and or don't agree with their bill.

- Meter Changeouts- Sending reading request via mail- Will be more money probably wasted but 100 remain needed to change out. – We had to estimate again this quarter- and she is unsure if the estimates are too high, too low, or accurate. Customers have had a year and it's difficult to get everyone on board. DPW Superintendent Krzos stated he feels we will need to get the Health Department and Code Enforcement Officer involved as some customers are adamantly non-compliant.
- 51 Easements are required to proceed with the cost at \$58.50 each easement to file. Worked with B and L and Corine and Lori will put another document/ informational insert in the water bills for easement sign off.
- Bid Digester Ad- waiting for time to elapse.

Corine and Lori have time off scheduled and will not be available via phone as they will be out of service part of the time. They both have time off scheduled for Thursday 12/21, Friday 12/22 (8 hrs.) and Tuesday 12/26/23 (9 hrs.) and are asking the board's permission to advertise the office as closed. It is not near a due date or deadline- they will complete payroll before leaving for the day 12/21/23 & resume Wednesday 12/27/23.

Trustee Morrison asked what Clerk Treasurer Bump meant- and she clarified if the board does not want the office closed Friday 12/23/23 and Tuesday 12/26/23 Lori and Corine will re-work their schedules.

Clerk Treasurer Bump stated she missed an invoice in an email- Kris clarified he sent it to the entire board for the PESH write ups from May 2023. The invoice was from Dennis Cook in the amount of \$600.00 as a structural consulting engineer – inspect for buildings and supply report- well house, sanders and leaf vac being hung, and beams inside four buildings at 18 Woodruff St. **TRUSTEE TAYLOR MADE A MOTION TO AUTHORIZE PAYMENT OF THE INVOICE WITH TRUSTEE MORRISON OFFERING A SECOND, ALL IN FAVOR AND THE INVOICE CAN BE PAID.**

Clerk Treasurer Bump told the Board that the office continues to be damp, and it seems to be hard to breath for both she and Deputy Clerk Sweet from the dampness/ mold from the roof leak and ceiling collapse, but in

speaking with Code Officer Margerum, the building needs to be looked at by professionals to ensure safety for all.

Clerk Treasurer Bump also stated the Village staff is awesome. They have had so many emergencies come up in the last six months, from broken down equipment, keeping the water improvement project on schedule as best as they can, water leaks, gaps in communication for state contracts, being short staffed, yet everyone is still working together to keep the Village working and keeping a light heart and attitude about it all is awesome.

During the meeting- Clerk Treasurer Bump received a notice that someone has tied a puppy to a tree at the Willow Bank Park with a chain, and a dish of feed abandoning it. She also stated that it was found in the area behind St. James Park- one of the new trees that was planted in 2022 has been shaved up the side in a foot long section. Unsure if the tree can be saved.

Trustee Raub inquired about the camera upgrade at the park. He saw Frank Schostick at the Garlic Festival and they briefly spoke, and it was determined installation would not work the way he previously had thought. Clerk Treasurer Bump will email Johnathan Enzinna for an update on the quote he previously provided to former Superintendent Hall regarding the cameras at Willow Bank and the STP.

Mayor Barnes stated he drove around the Village the other night and that The Clerk's Office looks very nice and festive for the season. Clerk Treasurer Bump thanked Mayor Barnes and stated that the kindness and forethought of Terry and Lionel lighting the front of the Clerk's Office with their string of spotlights adds a nice touch also.

#### **DPW SUPERINTENDENT REPORT:**

Repaired water leaks and replaced the hydrant on North Branch. It has been broken for almost thirty years. They thanked the Driftbusters for the weekend notification while they prepped trails of the massive leak. Many thanks to the Town of Cuba crew for their shared services of clearing the brush from Willow Bank parking in the hopes this will lessen the vandalism in the park with a better

view by all. They cleaned several sewers, plowed, and sanded streets, trying to finish up the roof at the garage, put up the holiday décor, repaired the backhoe, and two trucks- and several other water leaks. They are waiting on a check valve for the well- it takes two people to turn it on. There is also a problem with the Champlain Well- they are looking to get changed out to VFD motors with the water improvement project. He is working with B and L about the malfunctions.

Clerk Treasurer Bump asked if National Fuel has installed the gas line at Chamberlain Park for the project yet, and he stated Kristin has not contacted him yet to proceed. The Village put them on a thirty-day notice, and asked for the install on or after December 1, 2023- but Kris has not heard back.

Kris presented quotes via email and in person to the Board from EJP and Core and Main for metal detectors to mark out lines. \$1008.75 x 2. They need to start now so ground can be broken in the spring.

It states in the “As Builds” for the water and sewer project- the Village is responsible to locate and trace out all water/sewer service laterals as required. He spoke with Matt Zarbo, because the Village Code states the village is not responsible for the laterals- but the project states the Village is responsible for locating them all. The Village does not know where everyone’s laterals are- and a tracing machine is also required so they can accurately map it out. They state they plan to begin the project from Bristol to Bull St. so they want to start locating there.

He also presented quotes for a tracing machine because the Village’s machine is old and antiquated without precise accuracy and held together by duct tape. Accuracy is a necessity to prevent the contracts from hitting property owner’s lines. The Power Mole tracing machine is the best cost- \$4,790. Mayor Barnes asked how this will be paid for and Clerk Treasurer Bump stated this is a good fit for the ARPA money and both the metal detector and the tracing machine can be used in the future, or it could be billed to the water improvement project and reimbursed. Mayor Barnes stated the maps don’t show where the lines come to the main so this is vital and can be added to the GIS program. The purchases should ensure that the lines are marked accurately to avoid change of work orders if the contractors hit the lines during the project.



**A MOTION WAS MADE BY TRUSTEE MORRISON WITH A SECOND OFFERED BY TRUSTEE RAUB TO PURCHASE TWO METAL DETECTORS FROM TEAM EJP AT THE COST OF \$1,008.75 AND A TRACING MACHINE FROM POW-R-MOLE \$4,790.00. ALL IN FAVOR AND THE MOTION CARRIED- WITH THE PURCHASES USING ARPA FUNDS WHEN THE INVOICES COMES.**

DPW Superintendent Krzos told the board he has spoken with Neptune, EJP, and Barton and Loguidice Engineers of the Water Improvement Project regarding the removed water meters, and they are not viable for a resale option since they would not come with a warranty or insurance. As time allows at the DPW- they can be stripped and scrapped for money to be deposited in the water account. Kris asked that the board consider using the scrap money be put towards a Mud pump because running the pump with the backhoe will cause the backhoe to be broken down in two years- as it is at least thirteen years old.

**TRUSTEE RAUB MADE A MOTION TO DECLARE THE OLD MEETERS AS SURPLUS EQUIPMENT AND SCRAP THE METERS WITH TRUSTEE TAYLOR AND FUNDS ADDED TO THE WATER FUND ACCOUNT, ALL IN FAVOR AND THE MOTION CARRIED.**

Superintendent Krzos thanked the Town of Cuba since he became the DPW Superintendent and the DPW staff for coming into work without a second thought every time they have been called in. Mayor Barnes stated it has been great to see the collaboration with the Town and Village.

Trustee Taylor asked about the Structural Engineers report recommendations for the PESH violations- and the timeline for the repairs. The leaf vac was broken at the end of the season and is now repaired and covered for the winter. The rafters were not built to hold up devices that hang from them- they were built to hold roof weight only. That's the same with the slide in sanders, they are on the back of the F550 for right now so they are not hung and keeping the Village in compliance. The North Well, the structure for the side wall and main frame beam, the main beam has been falling in prior to the installation of the newer roof and there is exposed electric- through the conduit. It has been deemed not to be inside- it needs to be re-wired and brought to safety. That will be the largest cost, and that is where the fire siren is currently located but not in use. Kris has not

discussed it with the fire dept. yet, but a co-worker was going to see if the fire dept. has any interest in putting the siren back in service.

Trustee Raub and Mayor Barnes thanked Kris and the staff for jumping at all available times he has requested them in the community.

**COMMITTEE REPORT: Credit Card Policy- TRUSTEE MORRISON MADE A MOTION TO AMMEND AND ACCEPT THE CREDIT CARD POLICY WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

Policies cont.- The training agreement and the travel and conference policy are tabled until January, however the mayor asked the entire board to review them again so movement can occur next month. Trustee Morrison stated for the record he is in favor of adopting the policies.

**INFRASTRUCTURE-** The Village attorney and Barton and Loguidice has recommended the Board make a motion to accept the loan and terms for the \$4,299,900.00 Water Improvement Loan with EFC for Short Term Financing to close on December 14, 2023.

**TRUSTEE TAYLOR MADE A MOTION TO ACCEPT THE TERMS WITH TRUSTEE MORRISON OFFERING A SECOND. ROLL CALL VOTE- MAYOR JAMES BARNES- AYE, TRUSTEE STEVEN RAUB- AYE, TRUSTEE ELIZABETH MILLER- AYE, TRUSTEE THOMAS TAYLOR AYE, TRUSTEE JASON MORRISON- AYE.** Short term financing is due to close 12/14/23 with the release of funds tentatively scheduled for 12/28/23 with a possible delay due to the holidays and required sign off from the Department of Health.

**MAYORS REPORT:** Mayor Barnes stated the Village is down two staff and in speaking with DPW Superintendent Krzos, in Mayor Barnes opinion there is a need for a full time, temporary, seasonal worker for the Department of Public Works to offset the short staffing at the garage. He stated the water improvement project requires extra work with the line locations required to begin from current staff. Clerk Treasurer Bump worked briefly with Mayor Barnes this afternoon prior to tonight's meeting and there is some money in A fund balance that could offset the payroll for a seasonal worker, and if necessary- the option could be looked at during budget talks in March to hire full time. He asked the Board for their

opinion to help at the DPW garage. Trustee Taylor asked about a time frame and Clerk Treasurer Bump stated that the potential staff would need to follow all the procedures to be hired and before they could clock in one time- pre-employment drug and alcohol and physicals would need to be completed and results received and provided to Allegany County. There are available positions for Heavy Motor Equipment and Laborer with Allegany County. The board discussed advertising a minimum time frame from January to May. Clerk Treasurer Bump stated The Board would be required to offer enrollment in NYS Retirement, but Health Insurance is not required, and the temporary worker would not be required to enroll in the Teamsters Union. Trustee Miller asked if the person hired would have to be temporary/seasonal, and Clerk Treasurer Bump explained, there is not money budgeted for an extra staff and the employee off on a work-related injury could be released to return to work at any time. Trustee Taylor inquired if the staff returns, if the temporary seasonal worker would have to be done working, and Clerk Treasurer Bump stated there is at least \$21,039.20 plus in A Fund balance to offset the wage cost for a potential staff at the DPW garage through the end of this fiscal year May 31, 2024. Trustee Morrison and Trustee Miller feel that setting the timeframe through the end of the fiscal year of May 31, 2024, would be best. Mayor Barnes stated the Board would regroup with DPW Superintendent Krzos to see if the staff could then be brought on board full time. The fund balance policy was also discussed for the A fund balance to pay staff.

Clerk Treasurer Bump recommended advertising the position as a laborer due to the positions open at Allegany County Civil Service. Krzos asked the board to consider a Village requirement of requiring that the hired staff and any future hired staff maintain a valid NYS Driver's License while employed with The Village of Cuba.

**TRUSTEE MORRISON MADE A MOTION TO HIRE TEMPORARY/SEASONAL STAFF FOR THE DPW GARAGE WITH TRUSTEE MILLER OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.** Clerk/ Treasurer Bump will email the job ad later this week. The personnel committee will discuss the time frame with the people interviewed.

**Vehicle Charging Stations-** Mayor Barnes received an email this evening from Adam Walker from the company with the charging stations. National Grid will payroll about 80% of the cost to get everything to the site, and The Village will

have to purchase the actual charging unit. The cost is approximately \$8,000 per charging station. Kevin White from the Chamber has expressed interest during the meetings about the charging stations and the Chamber contributing towards the cost. The current charging stations owned by the Village no longer work as they have been turned off by the new tenants of the site. The owner of the property stated to Mayor Barnes she would like to move the charging stations to an adjoining property in the spring. Mayor Barnes feels leaving them there until spring is the best option.

Mayor Barnes stated it was originally discussed to purchase four stations but at the cost of \$8,000 that is not likely to happen. Trustee Morrison stated that each charger will charge two vehicles so perhaps pursuing the purchase of two stations would be best. Mayor Barnes stated the stations would accept credit card payments for the electricity and the funds would go directly to the Village and then the Village would be responsible for paying the electric bill. Clerk Treasurer Bump stated there is not currently a way to accept credit cards in the Village except for the water/sewer invoices through the software program used to maintain billing and payments. If installed there would be signage on I 86 about the charging stations. Trustee Taylor asked if the Chamber contributes funds to the purchase if they are going to want a portion of the revenue.

**Cultural Center Parking Lot-** Mayor Barnes stated that he spoke with Suzanne from the Cultural Center, and she said they do not have the funds to maintain the parking lot through the winter months, and with the next measurable snowfall they will close off access to the parking lot. Mayor Barnes told the Board he sees a need for parking there and he reached out to the Village attorney to ask if The Village could maintain the lot legally. Ron Hull told Mayor Barnes that a lease could be drawn up with no charge for the lease changing hands- and lease it for the snow removal during the winter. He said Suzanne spoke with her board (which had once been dissolved and is now active according to Krull) and they would agree to sign off leasing the lot for the snow removal. Mayor Barnes stated the DPW Crew is already swamped with work, so he has spoken with Roman about using the truck at the STP with the plow. Roman told Mayor Barnes he would plow it, and Mayor Barnes said but if it gets icy- the DPW would have to swing in to sand the lot. Hull stated he could draw up a contract that both Mayor Barnes and Suzanne could sign off from. Trustee Raub asked if it would be for zero dollars exchanging hands and Mayor Barnes stated yes. Trustee Raub stated it sounds like a win/ win as there is a need for parking in the Village. Mayor Barnes

spoke with Lee James; Town of Cuba Supervisor and she told him once it's done to make her aware so it could be added to the Village's insurance policy. Trustee Taylor asked about the storm drain that keeps popping open in the parking lot and the risk to potential parkers/ pedestrians and asked Kris if it can be repaired. Kris stated the hole needs cut out, repoured in concrete, the lip is too high. Mayor Barnes stated it will need to be blocked off. Kris stated there is a large barrel cone, that can be placed over the grate. He asked if the lease stated the Village is responsible for snow removal and salting only and removes the village from responsibility for damages to parked cars by others or falls in the lot. Mayor Barnes said yes. Trustee Taylor asked if Lee James could have it listed in the policy, we are not responsible for the storm drain, and Trustee Morrison asked to have it "we lease it as is and return it as is."

Trustee Raub said he is in favor and the legalities can be covered by the lease that is drawn up. Mayor Barnes asked The Board's permission to proceed, and The Board members verbally agreed he can proceed with the lease agreement as discussed.

**Cultural Center/ and Village Hall Feasibility Study-** Mayor Barnes asked Trustee Taylor to speak on the possible feasibility study. He stated that originally the potential feasibility study for the Cultural Center had been cancelled and the focus would be the Village Hall building, however it is now back on to include the Cultural Center. He told the Board the group from Rochester requires architecture blueprints of The Village Hall and he asked Clerk Treasurer Bump for them. Clerk Treasurer Bump said she has never seen any as the building was built in 1880, but she could try and look when time allows. She said the County might have better information of those records for the Board to access. The company also asked for a drawing of the Cultural Center. She also suggested contacting SHPO since both buildings are on the Historic registry. Access to a key will need to be coordinated for all to gain access to proceed. Trustee Raub asked how the Cultural Center Board can speak on the feasibility Study as it was previously stated the Board was disbanded. According to the Village attorney the Board is still active and if the Cultural Center does disband, they must give the building to a non-profit, or sell it and give the money to a non-profit. Trustee Morrison said- The Village is a non-profit and Mayor Barnes and Trustee Taylor agreed- The Village is non- profit.

**Capital Fee:** Mayor Barnes has been working with a Town of Cuba resident for a capital fee charge they do not agree to pay as they had their meter pulled and no longer rent the property out, they use it as a workshop. After speaking with Ron Hull- Mayor Barnes was advised- unless there are terms in writing for the Water District- the former customer is not responsible to pay the fee if they live outside the district. Mayor Barnes has been working on finding further information regarding the potential district and the installation of the customer's access to the water lines to ensure accurate information. He will contact Allesia Heslin from the Town of Cuba before proceeding.

Mayor Barnes gave an update regarding Great Lakes- He said Lee James invited him to a meeting to include former Senator, Cathy Young from Cornell. He said Lee has been instrumental in trying to get another business into the Great Lakes facility. All the people in attendance had a tour and a lengthy meeting. He said the plant needs many repairs due to the past lived life expectancy of the failing equipment. He doesn't know how anything can be put in there, and they asked a lot of questions regarding the water supply. There is a six inch main running there and they access our water well to the tune of 125,000 gallons a day from The Village's well (rental is \$4,000 a year- untreated water) It is .9 of a mile with two creek crossings between 1 and 1.3 million dollars to run a line from the Village water up to the site.

Mayor Barnes reminded the Board that prior to him deciding to run for Village Mayor- he had said he would not be in attendance for January 2024 due to prior travel arrangements in January of each year. He reminded Trustee Raub he is needed to run the January meeting.

**NEW BUSINESS:** Mayor Barnes discussed the idea of using the Cuba Library Meeting room as the monthly meeting space and changing the date and time of the meetings as well. The back entrance has been impeded by the expansion of a neighboring business. He previously spoke with Trustee's Taylor and Morrison, and they too liked the idea. Clerk Treasurer Bump has submitted a building use form, and a certificate of insurance for the space for the coming 2024 year in anticipation of a possible change of location. Trustee Taylor asked since the Cuba Library uses the parking lot for their staff to park and library customers would they waive the \$25 fee for going over the two hour time limit. The Board feels if the meeting goes past the two-hour time frame, it is worth the \$25 charge, and Clerk Treasurer Bump could deliver a check the next day if the time limit has gone

over. It was discussed to change the time of committee meetings beginning at 5:30 p.m., with the monthly Board Meeting at 6:00 p.m. and move to the third Monday of each month except for the February 2024 meeting which will be held on Tuesday February 20, 2024 due to Full time Village staff having the day off.

**TRUSTEE TAYLOR MADE A MOTION TO MOVE THE 2024 VILLAGE OF CUBA BOARD MEETING LOCATION TO THE CUBA CIRCULATING LIBRARY MEETING ROOM AT 39 EAST MAIN ST. AND THE TIME TO 6:00 P.M. (COMMITTEE MEETING AT 5:30 P.M.) ON THE THIRD MONDAY OF THE MONTH. (WITH THE EXCEPTION OF FEBRUARY 2024- THE MEETING WILL BE ON TUESDAY FEBRUARY 20<sup>TH</sup>) WITH TRUSTEE MORRISON OFFERING A SECOND. ALL IN FAVOR AND THE MEETING LOCATION, DATE AND TIME CHANGED FOR 2024.** Clerk Treasurer Bump will post on the Village's website, social media platform and send it to the newspaper as "news". She will also touch base with the library to foster a smooth transition and knowledge of the facility.

**2024 Dates are listed below.** (subject to change pursuant to the Open Meetings Law)

January 15<sup>th</sup>, Tuesday February 20<sup>th</sup>, March 18<sup>th</sup>, April 15<sup>th</sup>, May 20<sup>th</sup>, June 17<sup>th</sup>, July 15<sup>th</sup>, Aug. 19<sup>th</sup>, Sept. 16<sup>th</sup>, Oct. 21<sup>st</sup>, Nov. 18<sup>th</sup>, Dec. 16<sup>th</sup>

**OLD BUSINESS:** N/A

**TRUSTEE TAYLOR MADE A MOTION TO ADJOURN THE REGULAR MONTHLY DECEMBER MEETING AT 9:03 P.M. WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MEETING ADJOURNED.**

Respectfully Submitted,  
Corine Bump Village of Cuba Clerk/ Treasurer